- Get a fixed IP address for your system. Your system has to have a fixed IP address because DTS
 has to open a port for you to access the database(s). The Department's default DHCP setting for
 PCs can't be used. You need to submit an AquaAssist (AA) service request; Thien will be the
 person to do the work.
- 2. Install the Oracle client software. If you have admin privileges you can do the installation yourself. If not, include this software installation request in the fixed IP address request. Depending on what you want to do, you'll need to install between 1 to 3 products (I have copies of all the files/downloads referenced below if you want to skip the joy of navigating Oracle's byzantine download system):
 - a. Oracle 11g Release x ODAC 11.x.x.x.x with Oracle Developer Tools for Visual Studio. The "x" stands for the particular release of this software. I used Release 2 ODAC 11.2.0.1.2. This might not be the most recently available at the time you undertake this task. You need this installed if you want to use the 32-bit Microsoft ODBC driver for Oracle, which is used within MS Access, MS Excel and the like for hooking up to Oracle backend databases. There are special instructions for using this driver. I'll eventually include them in these instructions
 - b. Oracle client software, which installs the SQL Plus software. If you're going to do command-line sql statements and the like, you'll need this software. This standalone program command-line app replaces the Windows app from previous releases. It generally the same as the old Windows app, but is even more like a terminal app than the latter.
 - c. SQL Developer: this is a more Windows-oriented app like the old SQL Plus on steroids. It provides a graphical interface that allows you to view the details of your database objects. To run this program you need to install the Java SDK and do some additional configuration stuff. Kind of a pain.
- 3. Install the SQLNET.ORA and TNSNAMES.ORA configuration files. You'll need to install these in special directories for each of the software product you're using. There's probably a cleaner way of doing things, but I'd like to keep what little hair I have left, so I didn't pursue this line.
- 4. Submit an AA requesting access to the databases. You need to direct this to Dat Tu in the Enterprise Data Administration Services group. You need to tell him what your IP address is, and which database(s) you want access to.
- 5. Once you're all hooked up (can "talk" to the DB via SQL Plus), you'll likely want to use MS Access with the Oracle backend, at some point at least. Typically, you would go to Control Panel>Administrative Tools>Data Source (ODBC) to configure the ODBC connection that you'd use in Access/Excel/whatever. However, we currently (March 2012) run a 32-bit version of

Access (Office 2007), and the "typical" method for setting up ODBC connections is a little more convoluted....of course it is. Here's how to find/use the 32-bit ODBC connector:

- a. Navigate to C:\windows\sysWOW64
- b. Find the executable file named "odbcad32.exe" and double click on it
- c. Use the ODBC Data Source Administrator to configure the software as you normally would. For Oracle connections. **Use the driver titled "Microsoft ODBC for Oracle"**

I'll update these instructions as I go along. I wanted to get the major points down while they were still fresh.

E. Senter, 02 March 2012; updated 05 March 2012.